

DEVELOPMENT SERVICES DEPARTMENT BUILDING PERMITS & INSPECTIONS DIVISION

**EXPRESS AND
WRITTEN
Building Permit
Application**

Case # _____

(Not to be filled out by applicant, assigned by BP & I)

PID# FROM CENTRAL APPRAISAL _____

PROJECT SITE ADDRESS _____ SPACE _____

LEGAL DESCRIPTION: SUBDIVISION _____

LOT _____ BLOCK _____

Verify Flood Zone in Eng. Dept , 4th Floor, City Hall, 915-541-4133 Flood Zone: YES ☐ NO ☐

Verify Zoning, if special conditions exist, **Submit 2 Copies**

Contractor _____

Owner's Name _____

PHONE NUMBER _____

First Time Submittal with the City of El Paso: Fill out Contact Information on the Back

DESCRIPTION OF WORK _____

____ CHANGE OF OCCUPANCY/USE

____ ADDITION OF LVNG. SPACE

____ RETAINING WALL

____ TENT

____ TEMPORARY PLACEMENT

____ RENTAL OF R.O.W.

____ ACCESSORY BUILDING

____ SWIMMING POOL

____ INTERIOR DEMOLITION

____ INTERIOR REMODEL

____ OTHER _____

Asbestos Survey Report Submitted? YES / NO (Circle 1) EAB # _____

VALUATION \$

FEE \$

- Notice:**
- A. This permit becomes null and void if work or construction authorized is not commenced and inspections called for and obtained within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced.
 - B. Separate Permits are required for electrical, plumbing or mechanical.
 - C. Homeowners must provide an **ADVANCED ELECTRICAL NUMBER** prior to the issuance of a building permit which includes electrical work.

AFFIDAVIT:

I hereby certify that I have read and examined this application and know the same to be true and correct. All Provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. I also hereby certify that the information on the site plan is true and correct and that all known easements have been properly shown. I also understand that I am required by city ordinance to notify a Texas "one call" system before starting any excavation or digging work.

SIGNATURE OR OWNER (IF OWNER IS CONTRACTOR)

DATE

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT

DATE

TDLR (Architectural Barriers) 1-800-803-9202
General Information 1-915-541-4700

Central Appraisal 1-915-780-2000
Plan Review 1-915-541-4788

Required: TEXAS ONE CALL SYSTEM 1- 800- 344- 8377 OR 1- 800- DIG-TESS

Track Permitting/Inspection Process: www.elpasotexas.gov
SELECT Virtual City Hall / SELECT Check on a Building Permit

May Not Be Accepted **UNTIL COMPLETELY** Filled Out

CONTACT INFORMATION

Contractor _____
Primary Contact _____
Address _____
City _____
State _____
Zip _____
Phone (____) _____
Fax (____) _____
Email _____

Owner's Name _____
Address _____
City _____
State _____
Zip _____
Phone (____) _____
Fax (____) _____
Email _____

Designer _____
Address _____
City _____
State _____
Zip _____
Phone (____) _____
Fax (____) _____
Email _____

Architect _____
Address _____
City _____
State _____
Zip _____
Phone (____) _____
Fax (____) _____
Email _____

Engineer _____
Address _____
City _____
State _____
Zip _____
Phone (____) _____
Fax (____) _____
Email _____